

# TOWN OF BAULINE

MINUTES OF REGULAR COUNCIL MEETING  
HELD AT 2 MEMORIAL PARK PLACE 23 MARCH 2016

## PRESENT

## REGRETS

## PUBLIC IN ATTENDANCE

Mayor Christopher Dredge  
Deputy Mayor Colin LeGrow (VIA SKYPE)  
Councillor Jason King  
Councillor Carol King  
Councillor Craig LeGrow  
Town Manager Craig Drover

### 1.0 **CALL TO ORDER**

Mayor Christopher Dredge called the meeting to order at **7:33 pm**.

At this point, Mayor Dredge welcomed Deputy Mayor Colin LeGrow, who was attending the meeting via Skype.

*Attendance of council members via remote means was approved by motion of Council at item 5.3.1 of the 29 July 2014 General Meeting.*

### 2.0 **AGENDA**

Upon Review of the Agenda:

**MOTION 032 / 2016**

*Councillor Craig LeGrow moved to **ADOPT** the agenda as presented.*

*Seconded by Councillor Jason King  
All in favour.*

*Motion **CARRIED***

### 3.0 **PREVIOUS MINUTES**

Upon review of the Minutes of General Council Meeting 3 March 2016:

**MOTION 033 / 2016**

*Councillor Carol King moved to **ADOPT** the minutes of 3 March 2016 as presented*

*Seconded by Councillor Craig LeGrow  
All in favour.*

*Motion **CARRIED***

***As the minutes of 3 March 2016 have been adopted by Council, The Mayor and Town Manager signed the original copy of the minutes.***

## **4.0 BUSINESS ARISING FROM MINUTES**

- 4.1 Council reviewed the responses from other municipalities regarding the Town of Bauline's question regarding business taxes on fishermen and fishing enterprises. There was a short discussion... This item was referred to the Finance Committee to review prior to the next budget meeting.

*At this point and in Accordance with item 4.0 of the 25 September 2013 Town Council Minutes, the Mayor left the order and sequence of the agenda and directed council to item 7.1*

### **7.1 Town Hall / Memorial Park - Capital Works Project 11057 – update**

The Town Manager briefed council on the current status of the Exhaust Fans and balancing of the heat system; the cold interior wall in the community center; bathroom odours and the building's siding. After a lengthy discussion, the Town Manager was directed to maintain communications with all contractors and continue to move forward.

*At this point and in Accordance with item 4.0 of the 25 September 2013 Town Council Minutes, the Mayor returned council to the sequence of the agenda and directed council to item 5.0*

## **5.0 APPLICATIONS AND CORRESPONDENCE**

### **5.1 APPLICATIONS**

There were no applications submitted for review.

### **5.2 CORRESPONDENCE**

#### **5.2.1 NL Liquor Corporation**

Council reviewed multiple documents received from NLC regarding the new Town of Bauline Liquor License. They requested that these documents be passed to the Community Committee.

#### **5.2.2 Town of Torbay**

Council reviewed the invitation to the Town of Torbay's, National Volunteer Week appreciation dinner.

#### **5.2.3 Municipal and Intergovernmental Affairs (MIGA)**

Council reviewed the 2015 Consolidated Financial Statement Template. The Town Manager informed council that the Town's Auditor has been sent a copy of this template, and that he will be drafting the report for the town's submission.

#### 5.2.4 MMSB

Council reviewed this Indiscriminate Dumping Surveillance Assistance Program. After some discussion, the Town Manager was requested to look further into the program.

#### 5.2.5 Stewardship Association of Municipalities (SAM)

Council reviewed this request from the Stewardship Association of Municipalities to connect and discuss the inventory of restoration and enhancement opportunities. Mayor Dredge requested that the Town Manager contact SAM and arrange an evening meeting.

#### 5.2.8 Department of Environment and Conservation

Council reviewed this correspondence re-emphasizing the policy of no burning of any demolition and other hazardous materials.

#### 5.2.8 Municipalities Newfoundland Labrador

Council reviewed the documents regarding a workshop in Gander 4-5 May (Wed & Thur) concerning Emergency Preparedness. This also precursors the Municipal Symposium in Gander 5-7 May. At this time there was no one available to attend.

## 6.0 NEW BUSINESS

### 6.1 REPORT FROM TOWN MANAGER

#### 6.1.1 Assessment Project

The Town Manager informed council that Kathy Burton had commenced the assessment project. Council thanked Mrs. Burton for her volunteerism in this project.

#### 6.1.2 Municipal Taxes

The Town Manager informed council that municipal taxes continue to arrive in a steady stream.

#### 6.1.3 Keyin College

The Town Manager informed council that Keyin College has been contacted and the Town of Bauline has been listed as a host work term placement employee for Occupational Health and Safety students. Resumes from the students will be sent through Keyin College with a placement student commencing 2 May 2016.

#### 6.1.4 Food License inspector

The Town Manager informed council that Tony Kelly, the food license inspector from Service NL visited the community centre earlier this week. In attendance was John King and Craig LeGrow. In order to comply with legislation a couple of items will have to be added/altered. Councillor Jason King indicated he is available to help with a couple of the items.

#### 6.1.5 Water Operator

The Town Manager informed council that Terry Hillier was currently in Gander at the Water Operators Conference. He has requested to brief council at the next General meeting. Council agreed.

#### 6.1.6 NL Power Recreation Program and Canadian Ramp Company

The Town Manager informed Council that he had received an e-mail from a NL Power representative regarding a recreation grant available to municipalities in the amount of \$5000.00. As well a representative from the Canadian Ramp Company has sent a brochure with various skate, scooter, bike etc parks. They have completed many projects in Newfoundland including smaller municipalities. Upon review of both, Council indicated they should submit a proposal to NL Power with the intention of combining a skate park project in conjunction with the Playground project, scheduled for late spring 2016. The Recreation Committee would put together a proposal for NL Power, with the assistance of the Town Manager.

### 6.2 SAFETY REPORT

Council discussed the following Safety topics:

- The need for “wet floor” placards or cones for when the floors are being mopped or when they are wet after a snowfall/rain.
- The need to ensure that the deck and emergency exits are clear of snow after each storm.
  - Council suggested that the deck cleaning be incorporated into the snow clearing annual contract.

### 6.3 WATER UPDATE

The Town Manager reported that the water quality and quantity remain good and there are no suspected leaks.

### 6.4 BUILDING CLEANING CONTRACT

Council discussed the need to establish a cleaning contract for the building as its use continues to grow. After which;

#### **MOTION 034 / 2016**

*Councillor Carol King moved to **ESTABLISH** a weekly cleaning contract for the building and to **RESEARCH** the cost of contracting the pick-up and cleaning of commercial mats for the entrances to the building.*

*Seconded by Councillor Jason King  
All in favour.*

*Motion **CARRIED***

### 6.5 COUNCIL SOCIAL

After discussion; 23 April 2016 was set as the date for the Council Social.

## 6.6 BUDGET REVISION REVIEW

The Chair of the Finance Committee, Councillor Carol King presented Council with the revised 2016 Schedule of Taxation and Fees, and the revised 2016 financial budget. Upon a detailed review and a lengthy discussion:

### MOTION 035 / 2016

*Councillor Carol King moved to **ADOPT** the revised 2016 Schedule of Taxation and fees as presented by the Finance Committee.*

*Seconded by Councillor Craig LeGrow  
All in favour.*

*Motion **CARRIED***

### MOTION 036 / 2016

*Councillor Craig LeGrow moved to **ADOPT** the revised 2016 financial budget as presented.*

*Seconded by Councillor Carol King  
All in favour.*

*Motion **CARRIED***

## 6.8 EMERGENCY SERVICES FUND DISCUSSION

The Deputy Mayor via Skype informed council that there are several items that need to be addressed from an Emergency Preparedness point of view. A prioritized list of the top three items was compiled as follows:

1. Communication devices to enable the Pouch Cove Fire Department to carry out emergency service operations within the Town of Bauline and maintain communications with the Fire Station in Pouch Cove. Estimated cost \$15,000.00
2. The installation of a dry hydrant at the entrance of the Town Hall site, as detailed by Fire and Emergency Services and Service NL. This will enable Fire and Emergency services to access water in the event of a fire emergency in Bauline and in particular the New Town Hall. Estimated cost \$15,000.00
3. An alternate power supply for the new Town Hall and Community Center to be utilized as an Emergency Operating Centre (EOC) in the event of within the Town. Estimated cost of 150K generator and materials \$65,000.00, estimated installation costs, \$10,000.00

After a lengthy discussion;

**MOTION 037 / 2016**

Councillor Jason King moved to **REQUEST** financial support in the amount of \$110,000.00 from the provincial government to assist in the Town's Emergency Preparedness.

Seconded by Councillor Craig LeGrow  
All in favour.

Motion **CARRIED**

**7.0 OLD BUSINESS**

**7.1 TOWN HALL / MEMORIAL PARK - CAPITAL WORKS PROJECT 11057**  
Previously addressed

*At this point Deputy Mayor Colin LeGrow declared a conflict of interest and the skype audio was muted and the video turned off.*

**7.2 CWL HOLDINGS CROWN LAND REQUEST ON THE BAULINE LINE EXTENSION.**

Council reviewed an e-mail from Municipal and Intergovernmental Affairs indicating that the request for crown land on the Bauline Line Extension by CWL Holdings does not meet with the property zoning of Rural in that area and has been declined/returned to Crown Lands division. They recommend having the area re-zoned to the "Educational" class zone. Council requested that a letter be sent to CWL Holdings.

*At this point Deputy Mayor Colin LeGrow was contacted and invited to return to the meeting, which he did via Skype.*

**8.0 FINANCES**

**8.1 Financial Statement**

After review of the Financial Statement by Council;

**MOTION 038 / 2016**

Councillor Craig LeGrow moved to **ACCEPT** the Financial Statement as presented.

Seconded by Councillor Carol King  
All in favour

Motion **CARRIED**

**8.2 Outstanding Payables**

After review of the Outstanding Payables by Council;

**MOTION 039 / 2016**

Councillor Jason King moved to **PAY** the Outstanding Payables as presented.

Seconded by Councillor Carol King  
All in favour

Motion **CARRIED**

8.2 Budget Review

Council and the Town Manager reviewed the budget as of 23 March 2016, noting that the \$30,000.00 short term HST loan had been recently paid in full.

**9.0 COMMITTEE REPORTS**

9.1 Planning and Development Committee – No report submitted

9.2 Recreation Committee – No report submitted

9.3 Finance Committee – The Finance Chair presented her report at item 6.6

9.4 History & Heritage Committee – The Chair reminded council of the upcoming History and Heritage open house 1 May 2016.

9.5 Emergency Response Committee – The Chair presented his report earlier at item 6.8.

9.6 Integrated Community Sustainability Plan Committee (ICSP) - Council, reviewed the minutes of last meeting.

9.7 Northeast Avalon Joint Council Committee (NEAJC) – No Report submitted

9.8 Community Committee –Councillor Craig LeGrow provided a brief presentation to council.

9.9 War Memorial Committee – No Report Submitted.

**10.0 TABLE DISCUSSION**

At this time Deputy Mayor Colin LeGrow asked if attending the Council Meeting via Skype was in any way disruptive. Council agreed that it was not, and Mayor Christopher Dredge thanked the Deputy Mayor for taking time out of his vacation to attend the Council Meeting.

**11.0 NEXT GENERAL MEETING**

Mayor Christopher Dredge scheduled the Next General Meeting for **Thursday 14 April 2016 at 7:30 pm.**

**12.0 ADJOURNMENT**

As there was no further business to discuss;

**MOTION 040 / 2016**

*Councillor Jason King moved to **ADJOURN** the meeting of **23 March 2016.***

**As there was no further business to discuss, Mayor Christopher Dredge adjourned the meeting at 10:30 pm.**

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Christopher Dredge  
Mayor  
Town of Bauline

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Craig Drover  
Town Manager  
Town of Bauline